



Job Announcement

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Opening Date:	May 16, 2008	Closing Date:	Open until filled
Job Title:	LAN Administrator Senior Manager	Position Type:	Regular Full Time
PIN:	072585	FLSA Status:	Exempt
Location:	Judicial Information Systems Annapolis, Maryland	Grade/Entry Salary:	T16 \$71,481 - \$85,623 (Depending on Qualifications)
Financial Disclosure:	Yes		

Regular State employees subject to promotion/demotion policy

Essential Functions: Manages a department composed of professional and technical staff and contractors responsible for the development, installation, maintenance, and enhancement of the Judiciary's Local Area Network systems in a multi-platform, multi-project environment. These systems include over 4,000 PC's; 2,000 printers, and other network attached devices deployed at over 80 sites throughout Maryland. The unit managed by this position devotes its time between responding to end user problem tickets, deploying new and replacement systems, systems integration, and supporting close to 100 NetWare and Window servers. The incumbent provides advice and recommendations regarding the Judiciary's short and long-range plans, specifications, and policies for LAN attached systems. Sets the direction for LAN standards, operating systems, protocols, software applications distribution, and hardware. Manages the design, installation, maintenance and enhancement of individual site LAN systems. Works closely with the wide-area-network (WAN) team, coordinating activities and programs to ensure compatibility and integration with the Judiciary's WAN environment. Develops and manages the staffing, programs, policies and budget necessary to accomplish the stated missions. Recommends most appropriate materials and service procurement and contracting approaches necessary to complete Judiciary-wide and/or site-specific LAN development, installation and maintenance activities, participates in contract negotiations and manages contracts. Participates as a member of the Judicial Information Systems Department management team in the integrated planning and accomplishment of the Judiciary's Information Technology goals and objectives. The Judiciary currently uses Windows workstations and Novell NetWare Servers and Windows Servers hosting departmental applications. A number of legacy systems supported by the Judiciary are being replaced and the person selected for this position will be expected to plan and manage a course of action and transition that will support legacy systems, adapt to new systems, and enhance the productivity of support staff and end-users.

Education: Bachelor's degree from an accredited college or university in information technology, computer science or a related field.

Experience: Minimum of 7 years of successful experience in managing multiple LAN design and development projects and/or programs to include 2 years of associated supervisory experience.

Note: Additional work experience as specified above may be substituted for the education requirement on a year for year basis.

Preferred: Background in Novell Netware and Microsoft Windows network operating systems. Experience with remote computing and seat management. Familiarity with server virtualization and wide-area-network technologies.

Skills/Abilities: Supervisory skills and the ability to manage teams. Experience in procurement, service contract negotiation and management, and responsibility for associated financial and personnel management activities. Excellent oral and written communication skills, negotiation skills, interpersonal skills to effectively resolve complex issues and challenges with all levels of management and staff. Ability to schedule and manage teams supporting concurrent large-scale, complex projects, within deadline and budget. Ability to perform all essential functions of the position.

Please submit a Maryland Judiciary employment application (unsigned applications will not be accepted) or resume and cover letter stating position title. Materials must be received at the address below by 5:00 p.m. on the closing date. The Human Resources Department does not accept faxes and will not be responsible for applications/resumes sent to any other address.

Maryland Judiciary
Human Resources Department
580 Taylor Ave., Bldg. A-1
Annapolis, MD 21401
Email: jobs@mdcourts.gov (Zip files not accepted)

The Maryland Judiciary is a drug free workplace and an equal opportunity employer, committed to diversity in the workplace. We do not discriminate on the basis of race, religion, color, sex, age, sexual orientation, national origin or disability. Applicants who need accommodation for an interview should request this in advance. The candidate selected for this position will be subject to a background check. Employees must be United States citizens or eligible to work in the United States.